

GOVERNMENT OF TELANGANA  
ABSTRACT

OFFICE PROCEDURE - SCHEDULED CASTE DEVELOPMENT DEPARTMENT –  
Payment of Rs.32,135/- towards the cost of full service maintenance charges to  
M/s. Ricoh India Ltd., Hyderabad for the period from 07-07-2015 to 04-11-2015  
and 05-11-2015 to 05-12-2015 working in Scheduled Caste Development  
Department for official use – Expenditure – Sanctioned – Orders – Issued.

SCHEDULED CASTE DEVELOPMENT (OP) DEPARTMENT

G.O.RT.No. 32

Dated: 21/01/2016  
Read the following:

Ref:- 1 Govt. Letter No.1753/OP.A1/2014, Dated:04-09-2014.  
2 Govt. Letter No.5897/SCD/OP/2015, Dated:28-08-2015.  
3 From M/s Ricoh India Ltd., Hyderabad Invoice No.  
73175907 dated:04-11-2015.  
4 From M/s Ricoh India Ltd., Hyderabad Invoice No.  
731178221 dated:05-12-2015.

\* \* \*

ORDER:

Government have entered into an agreement in the references 1<sup>st</sup> and 2<sup>nd</sup>  
read above with M/s Ricoh India Ltd., Hyderabad, for taking out Photo copy for  
the official use of the Department, Billable upto 30,000 copies per month is @ 35  
paise per copy, Billable more than 30,001 copies per month is @ 34 paise per  
each copy + taxes.

2. In the references 3<sup>rd</sup> and 4<sup>th</sup> read above, M/s. Ricoh India Limited.,  
Hyderabad has submitted the (2) bills towards the cost of full service  
maintenance charges for the period from 07-07-2015 to 04-11-2015 and 05-11-  
2015 to 05-12-2015 in Scheduled Caste Development Department towards cost  
of copies were taken in Photocopier Machine @ 0.35 paise per copy upto 30,000  
paise per copy + VAT @ 5% and S.T.@ 14 %. The following details are given  
below:-

Sl. No	Period	No. of copies photocopied	Rate	INVOICE NO.	Date	AMOUNT Rs
1	07-07-2015 to 04-11-2015	67,616	0.35 ps	73175907	04-11-2015	Rs27,168/-
2	05-11-2015 to 05-12-2015	12,326	0.35 ps	73178221	05-12-2015	Rs 4,967/-
					Total	Rs.32,135/-

3. Sanction is hereby accorded for payment of Rs.32,135/- (Rupees Thirty  
two thousand one hundred and thirty five only) towards the cost of full service  
maintenance charges for photo copies taken over during the period from 07-07-  
2015 to 04-11-2015 and 05-11-2015 to 05-12-2015 to M/s. Ricoh India Limited.,  
Hyderabad vide Xerox Machine S. No. M5416530048 Model No. Aficio MP-  
4000B in Scheduled Caste Development Department for official use.

4. The expenditure shall be debited to the Head of Account “2251  
Secretariat Social Services – 090 Secretariat – 08 Social Welfare Department –  
130 Office expenses/ 132 Other Office Expenses”.

5. The Scheduled Caste Development (OP) Department shall draw a cheque  
for an amount of Rs.32,135/- (Rupees Thirty two thousand one hundred and  
thirty five only) in favour of M/s Ricoh India Limited., Hyderabad for settlement  
of bills.

6. This order does not require the concurrence of the Finance Department,  
as per rules in force.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

BENHUR MAHESH DUTT EKKA  
SECRETARY TO GOVERNMENT

To  
M/s Ricoh India Limited, Hyderabad  
The Deputy Pay & Accounts Officer, Sectt.Br., Telangana, Hyderabad.  
The Scheduled Caste Development (OP) Department..  
SF/SCs.

//FORWARDED:: BY ORDER//

SECTION OFFICER